



## STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE MINUTES

July 13, 2018 – Sacramento, California

### **Members Present:**

David Barnett, FIRESCOPE  
John Binaski, League of California Cities and STEAC Vice Chair  
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee  
Tom Carlisle, California State Fire Fighters Association  
Chris Coates, So Cal Training Officers (alternate)  
Ron Coleman, STEAC Chair  
Randy Collins, California Fire Technology Directors Association (North)  
Bret Davidson, So Cal Training Officers  
Gareth Harris, Fire District Association of California  
Sam Hoffman, California State Firefighters Association (alternate)  
Scott Jaeggi, California Fire Technology Directors Association (South)(alternate)  
Jeremy Lawson, Cal Fire Training Center  
Gaudenz Panholzer, California Fire Chiefs Association  
John Walsh, Nor Cal Training Officers  
David Winnacker, California Fire Chiefs Association  
Kim Zagaris, California Governor's Office of Emergency Services (CAL OES)

### **Members Absent:**

Bradley Arganbright, Nor Cal Training Officers (alternate)  
Tony Bowden, Fire Districts Association of California (alternate)  
Robert Briare, California Professional Firefighters  
Gary Dominguez, California Fire Technology Directors Association (South)  
Kyle Heggstrom, FIRESCOPE (alternate)  
Matthew Jewett, California Fire Technology Directors Association (North) (alternate)  
Steve Knuckles, League of California Cities (alternate)  
Richard Rideout, California Metropolitan Fire Chiefs Inc.  
Brent Stangeland, CAL FIRE  
Rich Thomas, California Professional Fire Fighters (alternate)

### **State Fire Training Staff:**

Joe Bunn, SFT, Fire Service Training Specialist III  
Jim Eastman, SFT, Fire Service Training Specialist III  
Chris Fowler, SFT, Deputy State Fire Marshal Supervisor  
Andrew Henning, State Fire Training Division Chief  
Dennis Mathisen, State Fire Marshal  
Caryn Petty, SFT, Deputy State Fire Marshal I  
Diane Radford, SFT, Division Support  
Marisol Ramos, SFT, Instructor Registration and Certification Analyst  
Dawn Robinson, Deputy State Fire Marshal III  
Kris Rose, Staff Services Manager I  
Jeff Seaton, SFT, Certification and Curriculum Specialist

**Guests:**

Troy Bair, Cosumnes Fire Department  
Mark Bisbee, South Bay Regional Public Safety Training  
Xon Burris, Contra Costa County Fire Protection District  
Matt DeMarco, Cosumnes Fire Department  
Lon Goetsch, Contra Costa County Fire Protection District  
Kris Hubbard, Cosumnes Fire Department  
Percy Jones, Los Angeles City Fire Department  
Matt Samson, South San Francisco Fire Department  
Pat Shreffler, CA 219  
Dave Sprague, Berkeley Fire Department  
Scott Vail, California Office of Emergency Services

**I. Introductions and Welcome**

The meeting was called to order at 9:00 A.M. by Chief Ron Coleman, Committee Chairman.

Chief Coleman asked for a moment of silence to acknowledge the passing of Tom Forester. Randy Collins advised he was Chief of the Skywalker Fire Department and a great member of the fire service.

Chief Mathisen welcomed everyone to the new building at 2251 Harvard St. He stated that once all units are settled into their respective areas, an open house will take place.

**A. Roll Call/Quorum Established**

A quorum was established during introductions.

**B. Member Appointment/Re-Appointment- Chief Coleman**

1. Chris Coates-Alternate Appointment-So Cal Training Officers

**C. Past Member Recognition**

1. Timothy Adams-Alternate-So Cal Training Officers

**II. Agenda Review****Presenter: Chief Coleman**

A. Henning asked to move Agenda Item #VI, the Reconfiguration of State Fire Training(SFT)and subsection A, the SFT fee update to the first agenda item for today's meeting. A. Henning also asked to add an additional Agenda Item to today's meeting. This is the Incident Safety Awareness for Hired Vendor's. This had been approved by the State Board of Fire Service (SBFS) at the last meeting in February 2018. We were advised if there were any consistent statement changes, this would need to be brought back to the Statewide Education and Advisory Committee (STEAC) and SBFS. In accordance with the Bagley-Keene act, we are required to have a 2/3 vote of STEAC to add to the agenda and

demonstrate there is an immediate need. A. Henning stated the immediate need is based on the current fire season, and the last couple of months with the increase in fires across the state there is an extreme likelihood that the October 2018 STEAC meeting may be cancelled. This would then delay this agenda item to the January 2019 STEAC meeting and then to February 2019 for the SBFS meeting. The change is a minor editorial change. Chief Coleman asked for a vote to move agenda item VI to the next agenda item for review and discussion, and move the Incident Safety Awareness for Hired Vendor additional item to the first item under the Mission Alignment Objectives.

**Motion:** *Gaudenz Panholzer moved to accept the agenda changes.  
Moving Item VI to the first agenda item and adding the Incident Safety Awareness for Hired Vendors to the Mission Alignment Objectives.  
John Binaski seconded the motion.*  
**Action:** *All members voted unanimously.*

Chief Mathisen recognized Chief Coleman for his contributions to STEAC and awarded a gavel to Chief Coleman for his service as the STEAC chair.

### III. Approval of the April 13, 2018 Minutes

**Motion:** *Randy Collins moved to accept the minutes from April 13, 2018.  
Gareth Harris seconded the motion.*  
**Action:** *All members voted unanimously.*

### IV. State Board of Fire Services (SBFS) Update

**Presenter: Andrew Henning**

A. Henning stated that the last State Board of Fire Services (SBFS) meeting was held May 24<sup>th</sup>. At this meeting, the Glendale and Vallejo Fire Departments were approved with initial accreditations as Accredited Local Academies (ALA's) which hold a 3- year term. A. Henning stated that the Incident Safety Awareness for Hired Vendors curriculum, the Emergency Vehicle Tech Instructor Requirements curriculum as well as the California Incident Command Certification System (CICCS) 2018 qualification guide were also approved. The next SBFS meeting will be held August 23<sup>rd</sup>.

### V. Mission Alignment Objectives

#### A. Incident Safety Awareness for Hired Vendors/Instructor Experience Qualifications

**Presenter: Jim Eastman**

Jim Eastman advised that it was discovered when making a transition to adding the required Instructor documentation online, the experience requirement was open to interpretation or possibly multiple interpretations. It had stated the Instructor requirement was to be a Chief Officer and/or to have 5 years of experience. The intent was the experience required is to have 5 years of full-time experience in a federal, state,

local or provincial fire agency and hold the rank of Company Officer. This change impacts new Instructors only, not any current existing Instructors in good standing.

***Motion:*** *Kim Zagaris moved to accept the change to Instructor Experience Qualifications.*  
*Tom Carlisle seconded the motion.*  
***Action:*** *All members voted unanimously.*

## **B. Achieving National Recognition**

### **1. Cosumnes Fire Department Accreditation**

**Presenter:** Caryn Petty  
**(Attachment 1)**

Caryn Petty stated that the site review occurred on May 8<sup>th</sup>. The best practice of this department is their dedication to empowering the community members. They seek to create an avenue for community members, students and candidates to pursue their dream in the fire service. They accomplish this through several community outreach programs. The most impressive is the Cosumnes River College Co-Op Work Experience Education program. More than 50 folks who participated in this program are employed in the department. The site visit went very well, and SFT recommends approval as an Accredited Local Academy (ALA). C. Petty introduced Deputy Chief Troy Bair, Training Captain Matt DeMarco, and Battalion Chief Kris Hubbard. Kris Hubbard stated his appreciation for allowing them to go through this process. This allowed them to look in depth at their training programs and outside community folks through interim programs and other special projects. The departments thought process has always been to serve the community and ensure we are as prepared as possible.

***Motion:*** *Kim Zagaris moved to accept the accreditation of the Cosumnes Fire Department.*  
*John Walsh seconded the motion.*  
***Action:*** *All members voted unanimously.*

### **2. Contra Costa County FPD Accreditation**

**Presenter:** Caryn Petty  
**(Attachment 2)**

Caryn Petty stated the site visit took place on June 12<sup>th</sup>. C. Petty stated the best practice observed is this is a model fire agency. They provide high quality training, unwavering standardization and hold their folks to high standards. They demonstrated great inter-agency cooperation, and a steadfast focus on diversification. Their self-assessment report acknowledged where they were, where they intended to be and how they would achieve this goal. The site training went very well, and SFT recommends accreditation

as an Accredited Local Academy (ALA). C. Petty introduced Assistant Fire Chief Lon Goetsch and Training Captain Xon Burris.

Lon Goetsch stated his appreciation for the consideration and opportunity for approval of their accreditation. They look forward to continuing to train Fire Fighters into the future. L. Goetsch stated that Xon Burris did a great pre-assessment, which he compares to a Master's Thesis to run the fire academy. Contra Costa County Fire Protection District(CCCFPD) looks forward to aligning with State Fire Training.

A discussion ensued with participants including Randy Collins, John Binaski, Chief Coleman, David Sprague, Jim Eastman, Andrew Henning and Kim Zagaris. The discussion surrounded the write up portion of the assessment, and whether the document used could be provided ahead of the site visit, and made into more of a check off sheet like what the Deputy State Fire Marshal's use when completing the site assessment. A. Henning determined that there is an opportunity to look at the transparency of the self-assessment report and bring this information back to the agencies.

***Motion:*** ***Bret Davidson moved to accept the accreditation of the Contra Costa County FPD accreditation.***

***David Winnacker seconded the motion.***

***Action:*** ***All members voted unanimously.***

**3. Steering Committee Report**  
**Presenter: Andrew Henning**  
**(Attachment 3)**

A. Henning advised the list of issues presented at the April 2018 (STEAC) meeting are addressed with recommendations of how to implement in the staff report. A. Henning advised that there was feedback regarding concern of some of the wording. He outlined clarification for each of the ten items on the list of issues as follows:

1. Regarding the Accredited Regional Training Program (ARTP) collaboration, A. Henning stated that the California Fire Technology Directors' Association (CFTDA) was working on a toolbox. Randy Collins said there was a grant to work on the tool box, and the committee has been established, with the next committee meeting being held in September in Monterey. He would have more to share regarding this at the October STEAC meeting. A. Henning stated the point of this is to show how CFTDA can partner with local agencies, both Accredited Local Academies (ALA'S) and non-ALA'S to help with Fire Fighter I written and skills testing and other services.
2. A. Henning advised that the Fire Fighter II course plan prerequisite currently states you must be a Fire Fighter I. The proposed change is to state you must meet the educational requirements for Fire Fighter I, having gone through the training for Fire Fighter I. This allows for a combined Fire Fighter I/II academy.

This also helps next year when we go to the International Fire Service Accreditation Congress/ National Board on Fire Service Professional Qualifications (IFSAC/Pro Board) accreditation for Fire Fighter II. David Barnett stated that this may cause an issue with academies scheduling, using the Auto Extrication training as an example. Jeff Seaton advised that this has already been addressed, and the language change is being revised for this skill and some others that will eliminate this concern. A. Henning advised that these language changes can be brought back to the next meeting in another Steering Committee report.

3. A. Henning advised that currently the Fire Fighter I skills exam retake allowance is up to 4 skills testing retake occurrences, when most other IFSAC/Pro Board accredited bodies allow one to two retakes. Several of the Accredited Local Academies are requesting to reduce the retake occurrences. A. Henning advised he reached out to Pro Board and they advised that California had the most re-attempts allowed in the country. A discussion ensued on whether the ARTP'S should match what the ALA'S allow, or allow the ARTP'S and ALA'S to have two different re-take attempts. An in-depth discussion ensued with participants including David Sprague, Andrew Henning, David Barnett, Chief Coleman, Jeff Seaton, Gaudenz Panholzer, Bret Davidson and Sam Hoffman. The discussion included concerns about retakes consisting of the whole test or just a portion, different agencies labor concerns, allowing different agencies to devise the number of attempts or standard consistent retakes across the board and remediation. A. Henning advised there is no mandatory remediation requirement until the 4th attempt is failed. The consensus was to defer to Jeff Seaton's proposal to write in that local government has the authority to choose whether to have a more restrictive practice than SFT. A. Henning also advised he would also reach out to IFSAC.

Randy Collins indicated while he has no objection to individual agencies being given the latitude to reduce the number of test re-takes allowed, the new Student Centered Funding Formulas the Chancellor's Office will base a percentage of the funding colleges receive on successful certificate completers. Reducing the number of opportunities a student has to pass a test would almost certainly result in fewer academy completion certificates being issued and subsequently reduce our funding. For that reason, the CFTDA would not be supportive of any efforts to reduce the number of allowable retakes made at the State level.

4. Andrew Henning stated that SFT is delaying moving forward with the Fire Fighter II IFSAC/Pro Board Accreditation.

A. Henning stated the delay is because the new standard is not out yet and we are waiting for new textbooks and test banks to minimize costs of going through the process twice. The new textbooks are scheduled to come out next month, and then we will wait for the new test banks before moving forward.

SFT is evaluating moving away from the Performance Training Standards (PTS) environment. They had issues before they were moved to the Question Mark assessment platform. The evaluation is to determine whether to move to our own test environment, without copyright concerns. We are working with our current system on evaluating the pros and cons of their testing module. Our goal is to have one platform for the Instructor to upload course rosters, and for students to review or print their diplomas and certifications from there, and where we could have the testing module built in. SFT will be looking at the costs and benefits as well as what is the best system for the California Fire Service. The U.S. customs border protection is using the Acadis testing platform on a national scale level, which seems sufficiently robust to handle their testing. A. Henning advised we are going to be revalidating the Fire Fighter I test and Fire Fighter II test after the fire season has concluded sometime in early 2019. A. Henning offered that a move to our own platform would also require addressing what amount and how the test fee will be charged, since a licensing fee would be charged by Acadis but they don't have a per test fee. Currently the test fee within the current Question Mark platform is \$18.00. There are two test bank organizations, Jones and Bartlett and International Fire Service Training Association (IFSTA), that SFT will consider using.

5. A. Henning advised we had requests from several Joint Powers of Authority (JPAS) to become Accredited Local Academies (ALA's). The current regulations state that an ALA is limited to one fire department training their employees. If a JPA wanted to do their own in house academy and testing, they can partner with an Accredited Regional Training Program (ARTP) to provide that testing component. A discussion took place surrounding the challenges and concerns with the accountability and assurance of compliance with the JPA. Discussion participants included, Jeff Seaton, Chief Coleman, Gaudenz Panholzer, Bret Davidson, Randy Collins, Jeremy Lawson and David Barnett.
6. A. Henning advised that the Accredited Local Academies (ALA's) were designed to provide training for members of their department and staff, not non-employees. Currently SFT does not support allowing the ALA's to test non-employees.

A discussion took place surrounding non-employees partnering with an Accredited Regional Training Program (ARTP), partnering with the colleges, joint academies, examples of current processes and work arounds, ALA'S going into business for profit and how to address this. Participants included A. Henning, Jeff Seaton, Jim Eastman, John Binaski, Bret Davidson, Lon Goetsch, David Winnacker, Jeremy Lawson, Randy Collins and David Sprague.

A. Henning recommended to go back to the steering committee to evaluate further, and draft changes to come back to the STEAC. A review will also occur to possibly draft changes to the ALA requirements. He advised there is a poll going out to the ALA'S and ARTP'S to determine how many Fire Fighter I's are going through each year and how many CFSTES and FSTEP classes are being taught

each year. We are seeing many requests to become ALA'S solely to be able to test their own employees, and that is not the intended purpose of an ALA. The purpose of the ALA'S and ARTP'S is to be a good partner of SFT as well as to teach the entire SFT catalog of classes, and meet the needs of that department and region. We have never set expectations of the ALA's and ARTP'S, but we will be doing so, and these two projects will need to tie together.

A question was asked why would IFSAC/Pro Board have an issue with an ALA not being able to test non-department folks if custom skills sheets are employed. A. Henning responded that changes with IFSAC/Pro Board must be written justifications as changes to policy. A. Henning also advised due to funding concerns with being able to attend out of state meetings and conferences, SFT is not currently in a leadership position with IFSAC or Pro Board.

7. Regarding the Fire Fighter I written exam time limit, A. Henning stated that currently the time limit for the test is set at three hours. This comprises a single test of 160 questions. 100 questions for the Structural portion, 30 for the Wildland portion and 30 for the Hazmat portion. We did not predict going to modular testing where the department can train on hazmat then test then move onto wildland, then test and then onto the structural portion. We need a time limit per question. The proposal is to allow 1.2 minutes per test question. When we revalidate the Wildland and Hazmat testing each of these test portions will be reduced to 25 questions each. The structural portion remains at 100 questions. The time limit would not allow for adjustment by the Accredited Local Academies ALA'S or ARTP'S. The ALA/ARTP'S make reasonable accommodations for the written portion of the exam as required by the Americans with Disability Act (ADA).

Bret Davidson asked how did we determine and validate the 1.2-minute time limit. Andrew stated this was slightly more than we allow currently. The information came from another state's testing data. B. Davidson expressed concern about needing to be able to refer to documentation that clearly offers the details of how the time limit was validated and arrived at. A. Henning advised this would be included in the process should we determine we are to create our own testing. A review with Post and the National Registry will help to decide what the policy and procedure should be.

8. A. Henning stated that feedback was received regarding the issue with requiring that a lead or skills evaluator needs to proctor the written exam. A. Henning offered that other organizations allow administrative or computer staff to proctor the exam. SFT does not have any issues with this. The requirements need to be created for this position. A. Henning offered that recent information from Post revealed that they have online training for this process, and SFT will look at this training.



9. A. Henning stated this was brought forward by Randy Collins on behalf of the California Fire Technology Directors Association (CFTDA). The candidate identification verification procedure is about an open enrollee obtaining verification from the Fire Chief for completed training in their department. Currently, the Fire Chief signs off on 16 pages, with each page having 20 boxes for each skill taught. The proposal is to have a simple form letter created that the Fire Chief prints on the department letterhead and signs certifying the required Fire Fighter I/II training standards and skill knowledge have been met.
10. A. Henning stated this addresses Non-Fire Suppression Personnel taking SFT courses. There are several courses that have received comment where they wanted the non-suppression or non-uniform personnel to take the course. As an example, they have someone who is working in the fire departments HR and they want them to take the course so they can see what the Chief Fire Officers are being taught. SFT will be looking at changing the pre-requisites for those who do not meet the educational requirements to allow a letter from the Fire Chief to allow them to take the class. David Barnett expanded on this issue advising that this also addresses not just non-suppression personnel, but also someone who has been in their position for many years and want to take a specific course, for continued education purposes and not for a certification. This would allow them equivalency for the educational requirement. John Walsh asked if there was an issue with the ARTP'S. Randy Collins advised there are prerequisite challenge forms that are used to address this.

***Motion:*** ***Kim Zagaris moved to accept the Steering Committee Report updates.***

***Tom Carlisle seconded the motion.***

***Action:*** ***All members voted unanimously.***

### **C. Curriculum Development & Delivery**

#### **1. Aircraft Rescue & Firefighting Awareness**

**Presenter: Joe Bunn  
(Attachment 4)**

Joe Bunn stated this request initially came from the Metro Chiefs to develop a course for units stationed outside of an airport to respond to an incident that occurred in an airport. This is an FSTEP class and is intended primarily for municipalities. The Cadre included municipal departments and those from large airports. SFT typically will utilize National Fire Protection Association (NFPA) standards. However, there are no Job Performance Requirements (JPR'S) for structural fire fighters responding to an airport. The NFPA standards reviewed were more suggestions than requirements. What was utilized and was found to be more extensive than the NFPA standards is the Code of

Federal Regulations, Federal Aviation Administration (FAA) title 14, section 133.319, which deals with units outside of airports responding to incidents within an airport.

This course will be scheduled as an 8-hour class. This allows room for possible field trips to an airport for a walk through the process.

## **2. Open Water Rescue Boat Operator**

**Presenter: Joe Bunn  
(Attachment 5)**

Joe Bunn stated this project started in 2015 through grant funds received through the California Office of Emergency Services (CAL-OES). The courses were initially titled Surface Rescue and Boat Technician. The title was changed to Open Water Rescue Boat Operator, which encompasses small and large vessels. Small vessels are considered up to 18 ft. boats, and large vessels are considered 18-40ft. vessels. This is an FSTEP class. This was a collaborative effort between Cal-OES, State Fire Training (SFT) and CALFIRE Ione's training center.

A. Henning thanked Chief Winnacker and Matt Samson for helping get this into SFT. Bret Davidson thanked SFT for taking on this project. J. Bunn advised there will be more collaborative efforts in the future, and thanked the participants for the work that went into this project.

## **3. Damage Inspection Curriculum**

**Presenter: Andrew Henning  
(Attachment 6)**

A. Henning advised this curriculum is for the Damage Inspection Specialist who is in the field as well as the new Damage Inspection Manager. This curriculum was approved by the FIREScope Board of Directors in April.

The Damage Inspection curriculum has been delivered as two pilot courses through CALFIRE recently. No comments or concerns have been received to date.

David Barnett offered that when FIREScope developed the position descriptions, they included these courses as part of the training requirements. We need to stay consistent on courses adopted as FSTEP to be part of the training requirements in position descriptions, or the courses may not be taken.

***Motion:*** David Barnett moved to accept the Damage Inspection Curriculum  
Kim Zagaris seconded the motion.

***Action:*** All members voted unanimously.

## **VI. Reconfiguration of State Fire Training**

### **A. SFT Fee Update**

**Presenter: Andrew Henning**

A. Henning advised that there has not been any fee increases in State Fire Training (SFT) since 2008. The fee increase prior to that were in 1995. SFT wanted to work with an independent body to look at our fees. A. Henning advised that we contracted with Sacramento State College to provide us with two professors of accountancy. They reviewed where our costs were and put together a recommendation of fees along with what the actual costs were for the services SFT provides. The recommendation was to practice activity based costing and request full reimbursement for services provided. SFT feels we have enough to move forward with the fee increase and are asking the STEAC to form a sub-committee to review the proposed fees and make recommendations.

A. Henning advised we would like to have a review of what level of service is needed for SFT, for course processing, instructor registration, expansion of curriculum to the Fire Service Training Education Program (FSTEP), and ensuring SFT curriculum is current and relevant. In addition, we would like to look at expanding the curriculum as we did with the water rescue curriculum. We would like to also expand the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service Professional Qualifications Inc.(Pro Board) national accreditation to other certification tracks. Right now, we are only looking at adding the Fire Fighter 2 certification in 2019. We would like to also expand to include Company Officer, Chief Fire Officer, Inspector I and Inspector 2, Investigator series, and Driver Operator series. Each one of these has a large commitment of staff time and costs to have a cadre develop skills examination, testing and in some cases having to do portfolio reviews for certification tracks.

A. Henning advised that the three regional coordinators across the state that were responsible for audits through retirements and transfers out of SFT, those positions were used as salary savings to fund other costs. Currently we are back to the same number of uniformed staff we had in 2008, but we need three additional positions that are currently unfunded positions, and we cannot move forward without the funding. SFT needs a sub-committee to see where SFT is at, where it needs to go, where STEAC and the State Board of Fire Service (SBFS) think the direction SFT should move forward to. The sub-committee needs to draft a report and bring that back to STEAC in October 2018 for a first reading, then before STEAC for a vote in January 2019, then onto SBFS for a vote in February 2019. If an SBFS approval is received in February 2019, then this would move onto the Office of Administrative Law (OAL) process for rulemaking. The OAL process takes approximately 6-9 months. SFT anticipated implementation would then be 1<sup>st</sup> or 2<sup>nd</sup> Quarter 2020.

John Binaski asked if the sub-committee could get other areas to possibly implement the fee. A. Henning advised that going back to what the Sacramento State college team advised to build in, was 100% cost recovery. We lose money on every Accredited Local Academy (ALA), Accredited Regional Training Program(ARTP) accreditation and on

Pace reviews. Currently the fee charged is \$500 for an accreditation. Looking at what the process consists of and the time that goes into that process, we are losing money on each one. A. Henning advised that he sees the sub- committee only needing to meet once or twice since there has been extensive development already. The staff will work with the committee on finalizing the report which will contain a trend of history and costs, as well as one of the Sacramento State College recommendations of ongoing transparency.

John Walsh asked a question about deficiency and what controls there are with the Accredited Local Academies (ALA'S) and Accredited Regional Training Programs (ARTP'S). J. Walsh said there seems to be opportunities for stream lining. A. Henning agreed, with the new records management system, and streamlined processing, one of the biggest areas of savings will be with course returns. Currently we spend \$ 50,000 in FED EX shipping. If we eliminate shipping costs, the Instructors will upload documentation to us eliminating that expense. We are also looking at the closed task book process. SFT staff is touching things twice, so we need to evaluate the process and streamline it to where the task book is verified once. We have a lot to do with streamlining our processes and utilizing the records management system better.

Chief Mathisen stated that he asked A. Henning to assemble a small cross section of STEAC holders to look at the deficiencies, review the tool the college put together, adding widgets and expenses, and bring back a solid proposal to the Statewide Education Advisory Committee (STEAC). Chief Mathisen also stated that it is understood that the regulatory process must be dealt with, which will take time. Considerations of what is the right time to roll this out, being sensitive to departmental budgets, the community college system and how they need to implement these changes must be included. This is the California Fire Service program and the need to be a part of this discussion.

David Barnett asked if there were any other aligned initiatives based on SFT's Blueprint 2020 report. D. Barnett indicated that the Blueprint 2020 report had recommended to develop and maintain an adequately funded standards and training education program like the peace officer standard training program to assure that trained and qualified personnel are prepared to respond. Are there any other Blueprint 2020 initiatives that would be aligned with this funding of SFT? Chief Coleman said no. A further discussion ensued regarding fees, which included John Binaski, Kim Zagaris, Randy Collins and Chief Coleman.

Chief Coleman asked who would make the best representation for the sub-committee. It was determined that the group would consist of, John Binaski, Gareth Harris, Randy Collins or someone from the California Fire Technology Directors Association (CFTDA) group would attend. In addition, Taral Brideau or someone from the California Fire Fighter Joint Apprenticeship Committee (Cal JAC) would attend, Tom Carlisle of CSFA, Gaudenz Panholzer or Dave Winnacker would attend and John Walsh offered that Brad Arganbright would attend as well.

It was determined that the initial meeting would consist of 4 hours to review the Sacramento State College recommendations. A. Henning offered that SFT currently has 4

volunteers and a temporary position whose one year position expires the end of this month because we cannot hire due to the lack of funding. Chief Mathisen stated that we are under scrutiny by not just our financial folks but also the department of finance. He offered that the Fire and Life Safety Division was reviewed for a year, with the outcome of this process being a budget proposal to add 15 new hires for the first wave, which will be followed by a second one this fall.

## **VII. Announcements/Correspondence**

### **A. SFT Update**

**Presenter: Andrew Henning**

A. Henning advised that with the move to a new building, the new phone numbers and address need to be relayed to stakeholders. Our Contact list on our State Fire Training (SFT) website has been updated. CALFIRE will be taking over the prior building, so those prior phone lines will no longer be forwarded.

A. Henning advised the curriculum plan for next year is to start revising our technical rescue Fire Service Training and Education Program (FSTEP) courses. In aligning these with the National Fire Prevention Association(NFPA) one of the hurdles is to convert these to a California Fire Service Training and Education System (CFSTES) certification track. When these are set up, they will be converted to a new CFSTES technical rescue track, which will look like the Driver Operator track and will lead to IFSAC/Pro Board National certification.

Randy Collins asked if these are brought into the system as CFSTES courses will the pricing remain as FSTEP, or as CFSTES pricing. A. Henning advised these would be considered CFSTES courses and would be priced accordingly. A. Henning advised that he can bring this back as a report detailing the curriculum plan.

A. Henning offered that SFT is looking at creating an incident command of wildland incidents, which was the old Fire Command 1c course, converting this to an FSTEP course.

New course updates are scheduled for Fire Inspector I and Inspector II. The Community Risk Course prerequisites have precluded anyone from taking the courses. The series has only been taken 32 times. There will be a reassessment of the prerequisites to validate if these are needed. We will be looking at updates for the Driver Operator 1035, due to a standard update that came out.

We will be doing a revalidation of the existing Fire Fighter I test or validation of a new Fire Fighter I test, Fire Fighter II test and course updates. The Fire Fighter I test is the highest priority for IFSAC/Pro Board.

SFT will be transitioning to digital course returns online. An information bulletin will be brought back to the STEAC in October 2018 for a roll out in January 2019. Andrew outlined process for Instructors scheduling through to invoicing. Diplomas will no longer be mailed.

Chris Fowler provided a S219 update. CA 219, as it is referred to now, has had questions brought forward due to senate bill 1260. This allows SFT direction to create curriculum around fire boss. This is being removed from today's agenda. The committee is meeting today and will reconvene and look at curriculum we have to date and any impacts of this senate bill.

#### **VIII. Future Meeting Dates:**

October 12, 2018, January 11, 2019 and April 12, 2019.

#### **IX. Roundtable**

Kris Rose mentioned the STEAC Roster has been updated on the STEAC page on the website, and to please review and confirm the contact information. Secondly, Susan Pineau, who handled the SFT Fire Fighter and Driver Operator Application Processing has retired as of last month. We are currently looking to fill her position. Any questions regarding Fire Fighter or Driver Operator can be referred to Kris Rose until this position has been filled.

Percy Jones discussed the use of Drones used for brush fires, and that they worked very well. The certified pilots who fly the drones, can be called in for these uses in the Fire Service with this new technology. Bret Davidson offered that the Training Officer Symposium discussed creating a class for this.

David Barnett, advised the Unmanned Aircraft Systems (UAS) is the official title for drones. There are three things on the FIREScope workplan. One of the objectives is to monitor the initiatives that impact ICS, such as peer support. The training requirement and type are recognized as needing validation. Perhaps sections need to be added to the FOG manual, such as was done with HAZMAT, and USAR. We need to maintain standardization and expectations. Jim Eastman advised there is a standard on this, it is NFPA 2400, and the document is out for public comment already.

David Barnett also advised of a CAL OES update that will be forthcoming.

Chief Coleman made an editorial comment regarding the process we are going through. Chief Coleman stressed the importance of staying in touch with each group's organization to ensure everyone is informed.

## **X. Adjournment**

Meeting was adjourned at 12:11